

\*\*\*\*PUBLIC NOTICE\*\*\*\*



**PLANNING & ZONING COMMISSION**

**Monday, September 25, 2023 at 6:30 PM**

**City Hall | 3300 Corinth Parkway**

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**AGENDA**

- A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**
- B. ESTABLISH VOTING MEMBERS AND DESIGNATE ALTERNATES**
- C. PLEDGE OF ALLEGIANCE**
- D. CONSENT AGENDA**

All matters listed under the Consent Agenda are considered to be routine and will be enacted in one motion. Should the Chair, a Commission Member, or any citizen desire discussion of any item, that item will be removed from the Consent Agenda and will be considered separately.

- 1. Consider and act on a request by the applicant, Bannister Engineering, for approval of a Final Plat of the Timber Ridge Subdivision, consisting of 52 residential lots and three open space lots being approximately  $\pm 8.251$  acres located on the west side of Corinth Parkway, south of Silver Meadow Lane, and north of Lake Sharon Drive. (Case No. FP23-0003)
- 2. Consider the approval of minutes for the Planning & Zoning Commission Regular Session held on August 28, 2023.
- 3. Consider the approval of minutes for the Planning & Zoning Commission Workshop Session held on August 28, 2023.

**E. BUSINESS AGENDA**

- 4. Conduct a Public Hearing to consider testimony and make a recommendation to the City Council on a rezoning request by Ridinger Associates to amend the Zoning Ordinance and Zoning Map of the City of Corinth, each being a part of the Unified Development Code of the City, from SF-2 Single Family Residential to SF-3 Single Family Residential, on approximately  $\pm 14.2$  acres generally located east of Post Oak Drive, north of the Terrace Oaks Subdivision, and south of the Provence Subdivision. (Case No. ZMA23-0002 – SF-2 to SF-3)

**F. DIRECTOR'S REPORT**

**G. ADJOURNMENT**

The Planning & Zoning Commission reserves the right to recess into executive or closed session to seek the legal advice of the City's attorney pursuant to Chapter 551 of the Texas Government Code on any matter posted on the agenda. After discussion of any matters in closed session, any final action or vote taken will be public by the Commission.

As a majority of the Council Members of the City of Corinth may attend the above described meeting, this notice is given in accordance with Chapter 551 of the Texas Government Code. No official action will be taken by the City Council at this meeting.

I, the undersigned authority, do hereby certify that the meeting notice was posted on the bulletin board at City Hall of the City of Corinth, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time: **Friday, September 22, 2023 at 12:00 PM.**

*John S Webb*

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John Webb, AICP  
Director of Planning and Development Services  
City of Corinth, Texas

September 22, 2023

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Date of Notice

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Corinth City Hall is wheelchair accessible. Person with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf, or hearing impaired, or readers of large print, are requested to contact the City Secretary's Office at 940-498-3200, or fax 940-498-7576 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.

**BRAILLE IS NOT AVAILABLE**



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	9/25/2023	<b>Title:</b>	FP23-0003 – Timber Ridge Final Plat
<b>Strategic Goals:</b>	<input checked="" type="checkbox"/> Resident Engagement <input type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input checked="" type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Consider and act on a request by the applicant, Bannister Engineering, for approval of a Final Plat of the Timber Ridge Subdivision, consisting of 52 residential lots and three open space lots being approximately ±8.251 acres located on the west side of Corinth Parkway, south of Silver Meadow Lane, and north of Lake Sharon Drive. (Case No. FP23-0003)



**Aerial Location Map**

**Item Summary/Background/Prior Action**

The purpose of this Final Plat is to establish a new subdivision with fifty-two (52) single-family attached residential lots and three (3) open space lots. The property is zoned Planned Development 60: Timber Ridge (PD-60), amended through a Minor PD Amendment on April 20, 2022.

Though the proposed Final Plat is in general conformance with the City’s zoning and subdivision standards, there are administrative item that must be addressed prior to recording the Final Plat related to floodplain management:

1. Plat shall not be recorded until the City receives FEMA approval of a Letter of Map Revision to revise the floodplain on the proposed subdivision.

Note that the items above are being added as conditions of approval in addition to the standard conditions required by UDC Subsection 3.03.03 H.4 (see Staff Recommendation section below).

The Planning and Zoning Commission is required to act on the Final Plat application at this meeting to comply with the Texas Local Government Code.

**Financial Impact**

None

**Applicable Policy/Ordinance**

- Unified Development Code
- Texas Local Government Code

**Staff Recommendation**

Staff Recommends approval of the Final Plat as presented subject to the Applicant addressing all comments and the standard conditions required by UDC Subsection 3.03.03 H.4:

- a. All covenants required by ordinances have been reviewed and approved by the City.
- b. On-site easements and rights-of-way have been dedicated and filed of record and properly described and noted on the Final Plat.
- c. All required abandonments of public rights-of-way or easements that must be approved by the City Council and the abandonment ordinance numbers shown on the plat.
- d. Abandonment documents for all other easements not requiring City Council approval have been filed of record and properly described and noted on the plat.
- e. Staff is authorized to approve any additions and/or alterations to the easements, dedications, and plat notes included in the Final Plat.
- f. Plat shall not be recorded until the City receives FEMA approval of a Letter of Map Revision to revise the floodplain on the proposed subdivision.

**Motion**

“I move to approve Case No. FP23-0003 – Timber Ridge Subdivision as presented subject to the Applicant addressing all comments and conditions outlined by Staff in their report.”

**Alternative Action by the Planning and Zoning Commission**

The Planning and Zoning Commission may add additional conditions to the motion or deny the application.

**Attachments**

1. Proposed Final Plat





**MINUTES  
PLANNING & ZONING COMMISSION  
REGULAR SESSION**

**Monday, August 28, 2023, at 6:30 PM**

**City Hall | 3300 Corinth Parkway**

On the 28<sup>th</sup> day of August 2023, the Planning & Zoning Commission of the City of Corinth, Texas, met in Regular Session at the Corinth City Hall at 6:30 P.M., located at 3300 Corinth Parkway, Corinth, Texas.

**Commissioners Present:**

- Chair Alan Nelson
- Vice Chair Mark Klingele
- KatieBeth Bruxvoort
- Rebecca Rhule
- Adam Guck
- Crystin Jones

**Commissioners Absent:**

- Bradford Harrold

**Staff Members Present:**

- John Webb, Director of Development Services
- Michelle Mixell, Planning Manager
- Miguel Inclan, Planner
- Matthew Lilly, Development Services Coordinator

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Chair Alan Nelson called the meeting to order at 6:41 PM.

**B. ESTABLISH VOTING MEMBERS AND DESIGNATE ALTERNATES**

**C. CONSENT AGENDA**

1. Consider and act on a request by the applicant, Pacheco Koch, a Westwood Company, for approval of a Final Plat of the Parkway District Subdivision, being approximately ±15.224 acres situated in the H. Garrison Survey, Abstract No. 507. The property is generally located north of Lake Sharon Drive, west of I-35E and east of Corinth Parkway. (Case No. FP23-0001 – Parkway District Lots 1, 1X, 2, 2X, 3X, 4X)
2. Consider and act on a request by the applicant, Kimley Horn, for approval of a Replat of the Village Square at Corinth Subdivision, being ±13.577 acres situated in the William Wilson Survey, Abstract No. 1383. The property is located on the north side of Walton Drive, west of Victory Way, and south of Orion Place. (Case No. RP23-0002 – Village Square at Corinth)
3. Consider the approval of minutes for the Planning & Zoning Commission Regular Session held on June 26, 2023.

Motion to approve consent agenda by Commissioner Rhule, seconded by Vice-Chair Klingele.

Motion passed unanimously: 5-for, 0-against.

**D. BUSINESS AGENDA**

4. Conduct a Public Hearing to consider testimony and make a recommendation to the City Council on a request to amend Section 1, “Provisions and Procedures;” Section 2, “Zoning Regulations;” Section 3, “Subdivision Regulations;” Section 4, “Sign and Fence/Screening Regulations;” and Section 5, “Definitions;” of the City’s Unified Development Code. (Case No. ZTA23-0002 – UDC Amendments)

John Webb, Director of Development Services, provided an overview of the proposed amendments to the Unified Development Code.

Chair Nelson asked if the regulations for off-premises signs applied to political campaign signs.

Webb stated that political signs are regulated by separate state laws which preempt the City Ordinances.

Commissioner Bruxvoort asked if birthday signs with multiple components would be permitted.

Webb stated that unless there was a complaint made, this was not something that the City would be heavily policing. He stated that Staff would look into this and include a special provision in the proposed ordinance if necessary.

Commissioner Bruxvoort asked if public schools would be able to post back-to-school style temporary signs.

Webb stated that the City would not be getting into regulating signage for public schools.

Chair Nelson opened the Public Hearing at 6:51 PM. There were no speakers.

Chair Nelson closed the Public Hearing at 6:51 PM.

Commissioner Rhule made a motion to recommend approval of the proposed amendments as presented, seconded by Vice-Chair Bruxvoort.

Motion passed unanimously: 5-for, 0-against.

**E. DIRECTORS REPORT**

Director Webb informed the Commission that he did not have a presentation.

**F. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:52 PM.

**MINUTES APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

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Alan Nelson, Planning and Zoning Commission Chairman



**MINUTES  
PLANNING & ZONING COMMISSION  
WORKSHOP SESSION**

**Monday, August 28, 2023, at 6:45 PM**

**City Hall | 3300 Corinth Parkway**

On the 28<sup>th</sup> day of August 2023, the Planning & Zoning Commission of the City of Corinth, Texas, met in Workshop Session at the Corinth City Hall at 6:45 P.M., located at 3300 Corinth Parkway, Corinth, Texas.

**Commissioners Present:**

- Chair Alan Nelson
- Vice Chair Mark Klingele
- KatieBeth Bruxvoort
- Rebecca Rhule
- Adam Guck
- Crystin Jones

**Commissioners Absent:**

- Bradford Harrold

**Staff Members Present:**

- John Webb, Director of Development Services
- Michelle Mixell, Planning Manager
- Miguel Inclan, Planner
- Matthew Lilly, Development Services Coordinator

**A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Chair Alan Nelson called the meeting to order at 6:52 PM.

**B. ESTABLISH VOTING MEMBERS AND DESIGNATE ALTERNATES**

**C. WORKSHOP AGENDA**

1. Conduct a workshop and hold an informal discussion on a rezoning request by the Applicant, Skorburg Company, to amend the Zoning Ordinance and Zoning Map of the City of Corinth, each being a part of the Unified Development Code of the City, from SF-4 Single Family Residential (detached) and C-1 Commercial to a Planned Development District with base zoning districts of SF-4 Single Family Residential (detached) and SF-A Single Family Residential (attached) to accommodate a planned single family neighborhood consisting of multiple lot sizes on approximately ±58 acres located on the south side of Lake Sharon Drive, and generally west of Trinity Terrace and Dickinson Drive, north of Custer Road and Meadowview Drive, and east of Zachary Drive. (Sharon Meadows)

John Webb, Director of Development Services, provided Staff’s presentation and introduced the proposal to the Commission.

John Arnold, Skorburg Company, provided a presentation on behalf of the Applicant and gave a brief background on the company and their other developments in the City. He explained that they had made an effort to preserve tree groves containing larger trees and incorporate these areas into the development. He



stated that they were proposing 65', 50', and 30' detached lots and townhouse lots which would all be single family for-sale lots. He stated that the density was 5.3 lots per acre and that they would be providing a minimum of 100 guest parking spaces throughout the development. He stated that they had a verbal agreement with the gas company to remove the existing gas well and cap this area off. He explained that per a request from Staff, they would be removing the lots where the gas well is located and provide additional open space in this area.

Chair Nelson asked if the representative larger single-family homes shown during the presentation would fit on the 50' lots.

Arnold stated that this type of product would be located on the 65' lots.

Chair Nelson asked if the stated density was a gross calculation.

Arnold confirmed this.

Chair Nelson asked for the Applicant to provide an explanation of how the proposed drainage and detention would function.

Arnold explained that all drainage would flow south from Lake Sharon Drive and would be collected in two dry detention ponds, similar to the drainage and detention at the Walton Ridge development.

Chair Nelson asked if additional drainage easements would be required.

Arnold stated that they would be utilizing existing drainage easements.

Chair Nelson asked how the townhouses would be accessed by residents and guests.

Arnold explained that the alleys behind the townhouses would be wider to allow two-way traffic. He stated that each unit would have a driveway and two-car garage to utilize for parking and that they were in the process of designating locations for additional guest parking.

Chair Nelson asked if changing from townhouses to cottage houses would change the site layout.

Arnold stated that the plan would remain fundamentally the same.

Chair Nelson asked if a formal recreation area would be provided in the open space or if it would only be trails.

Arnold stated that they would likely include a playground area but not an amenity center or pool.

Chair Nelson stated that he would like to see a break in the middle of the longer rows of townhouses to allow additional access to the open spaces. He asked that the developer consider reducing the overall density and provide additional open space.

Commissioner Bruxvoort asked if the access points on Lake Sharon Drive would be aligned with existing medians.

Arnold stated that the northwest access point would align with an existing median but that the northeast access point would not.

Commissioner Rhule expressed concerns with the proposed density of the development and parking.

Arnold pointed out the locations where additional guest parking would be provided.

Commissioner Rhule asked that the Applicant closely examine the parking ratio and find locations to provide additional useable greenspace.

Vice Chair Klingele asked if the townhouses would have garages.

Arnold stated that they would have 2-car garages with a 20' driveway.

Vice-Chair Klingele asked how trash collection would be handled for the townhouses.

Arnold stated that they would have roll-out trash containers.

Commissioner Bruxvoort stated that she felt the townhouses in particular were too dense. She asked how the cottage houses would be parked in comparison to the townhouses.

Arnold stated that the parking would be similar to the townhouses.

Chair Nelson stated that their main overall concern was the proposed density and asked for the elimination of certain lots for additional open space.

Commissioner Bruxvoort asked that a pool or splash pad be included.

Arnold stated that they had concerns with providing a pool due to the required maintenance and financial burden for the HOA.

Commissioner Jones asked if a traffic analysis could be provided for the development.

Arnold stated that they would provide a traffic analysis.

**D. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:34 PM.

**MINUTES APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

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Alan Nelson, Planning and Zoning Commission Chairman



# CITY OF CORINTH Staff Report

<b>Meeting Date:</b>	9/25/2023	<b>Title:</b>	Zoning Map Amendment [Rezoning] – SF-2 to SF-3 (ZMA23-0002)
<b>Strategic Goals:</b>	<input type="checkbox"/> Resident Engagement <input checked="" type="checkbox"/> Proactive Government <input type="checkbox"/> Organizational Development <input type="checkbox"/> Health & Safety <input type="checkbox"/> Regional Cooperation <input checked="" type="checkbox"/> Attracting Quality Development		

**Item/Caption**

Conduct a Public Hearing to consider testimony and make a recommendation to the City Council on a rezoning request by Ridinger Associates to amend the Zoning Ordinance and Zoning Map of the City of Corinth, each being a part of the Unified Development Code of the City, from SF-2 Single Family Residential to SF-3 Single Family Residential, on approximately ±14.2 acres generally located east of Post Oak Drive, north of the Terrace Oaks Subdivision, and south of the Provence Subdivision. (Case No. ZMA23-0002 – SF-2 to SF-3)



**Aerial Location Map**

**Item Summary/Background/Prior Action**

The purpose of this rezoning is to change the zoning district on the subject property from SF-2 Single Family Residential to SF-3 Single Family Residential. Though the permitted uses and use regulations as well as the development standards are the same in both the SF-2 and SF-3 zoning districts, there are differences in the dimensional regulations for each zoning district, as noted below:

UDC 2.08 – Zoning Dimensional Regulations	SF-2 Single Family Residential	SF-3 Single Family Residential
<b>Open Space (Yard) Dimensions</b>		
Minimum Front Yard Setback	25'	25'
Minimum Side Yard Setback: Interior Lot	15'	7.5'
Corner Lot	25'	15'
Minimum Rear Yard Setback	20'	20'
Garage Setback	25'	25'
<b>Lot Dimensions</b>		
Minimum Lot Area	14,000 sq. ft	10,000 sq. ft
Minimum Lot Width	100' at building line	80' at building line
Minimum Lot Depth	110'	100'
<b>Floor Area</b>		
Minimum Floor Area	2,000 sq ft.	1,700 sq ft.

Because this application is for a zoning map amendment only, the Applicant cannot request any variances or deviations from any of the UDC standards applicable to the proposed zoning district being requested (SF-3 Single Family Residential).

Approval of this rezoning request allows the Applicant to submit a Preliminary Plat for a subdivision, which must be designed in conformance with all zoning and subdivision standards applicable to the base zoning district to obtain approval of the plat.

**Compliance with the Comprehensive Plan**

The rezoning request for the subject property is in accordance with the Land Use & Development Strategy designation of Neighborhood.

**Public Notice**

Notice of the public hearing was provided in accordance with the City Ordinance and State Law by,

- Publication in the Denton Record-Chronicle.
- Written public notices were mailed to the owners of all properties located within 200 feet of the subject property.
- Posted “Notice of Zoning Change” sign.
- The Public Hearing notice was posted on the City’s Website.

**Letters of Support/Protest**

As of the date of this report, the City has received 0 letters of support and 1 letter of opposition from property owners within 200 feet of the subject property.

**Applicable Policy/Ordinance**

- Unified Development Code

**Staff Recommendation**

Staff recommends approval as presented.

**Motion**

“I move to recommend approval of Case No. ZMA23-0002, rezoning the subject property from SF-2 Single Family Residential to SF-3 Single Family Residential.”

**Alternative Actions by the Planning and Zoning Commission**

The Planning and Zoning Commission may also,

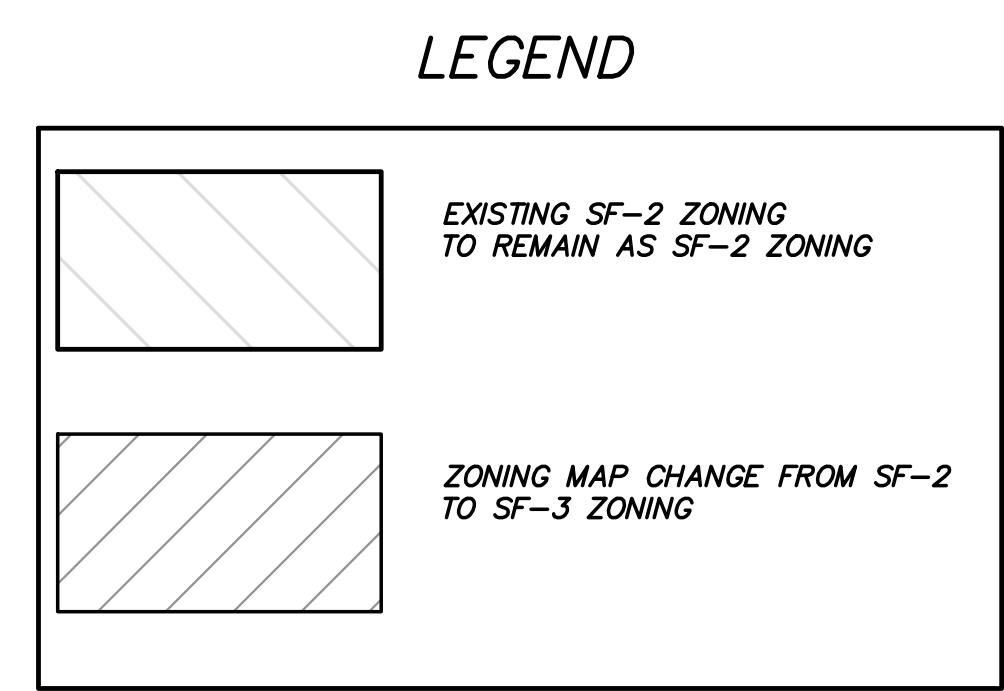
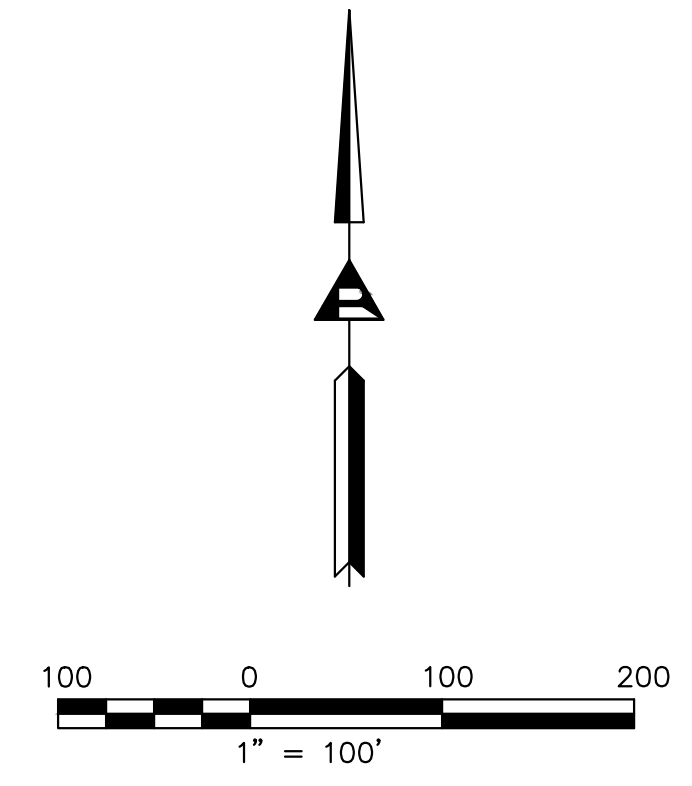
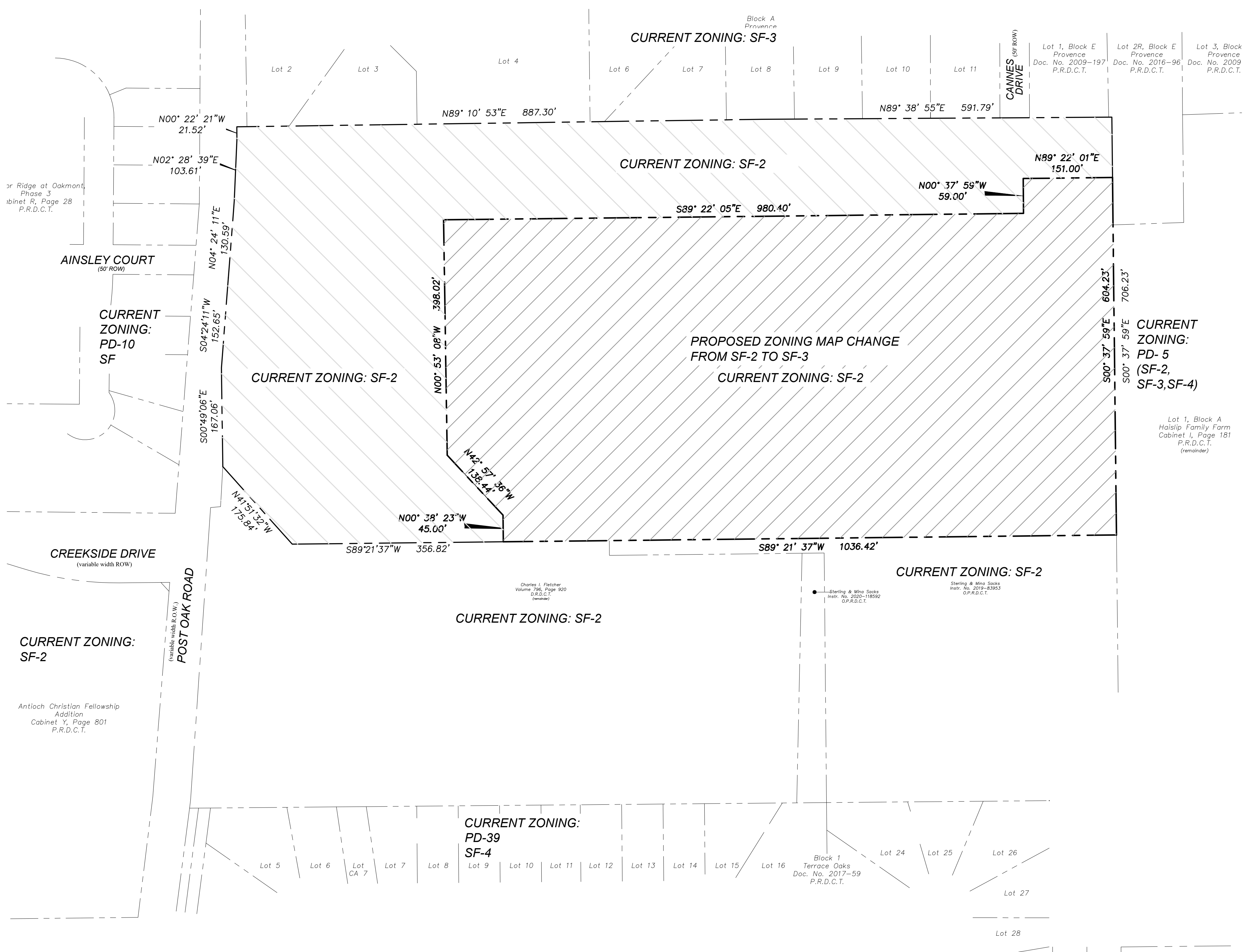
- Continue the Public Hearing and table action on the request to a definitive or non-defined date
- Recommend denial of the request

**Attachments**

1. **Attachment 1 – Zoning Change Exhibit**
2. **Attachment 2 – Zoning Buffer Map**
3. **Attachment 3 – Letters from Property Owners within 200 feet of the subject property**

**ATTACHMENT 1:**

**PROPOSED ZONING CHANGE EXHIBIT**



COMPREHENSIVE PLAN'S LAND USE AND DEVELOPMENT STRATEGY MAP DESIGNATION: NEIGHBORHOOD

No.	Date	Revisions	App.

**Ridinger Associates, Inc.**  
 Civil Engineers - Planners  
 Firm No. 1969  
 550 S. Edmonds Lane, Suite 101  
 Lewisville, Texas 75067  
 Tel. No. (972) 353-8000  
 Fax No. (972) 353-8011

HILLSIDE OF CORINTH SUBDIVISION  
 CORINTH, TEXAS

PROPOSED ZONING MAP CHANGE

Scale: 1" = 100'
Designed by: LDR
Drawn by: JJK
Checked by: JJK
Date: AUGUST 17, 2023
Project No. 035-034

SHEET  
 1 OF 1



**ATTACHMENT 2:**

**200 FT ZONING BUFFER MAP**

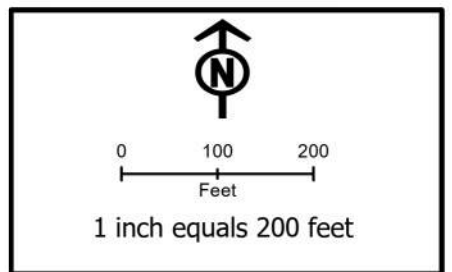


## Proposed Zoning Change

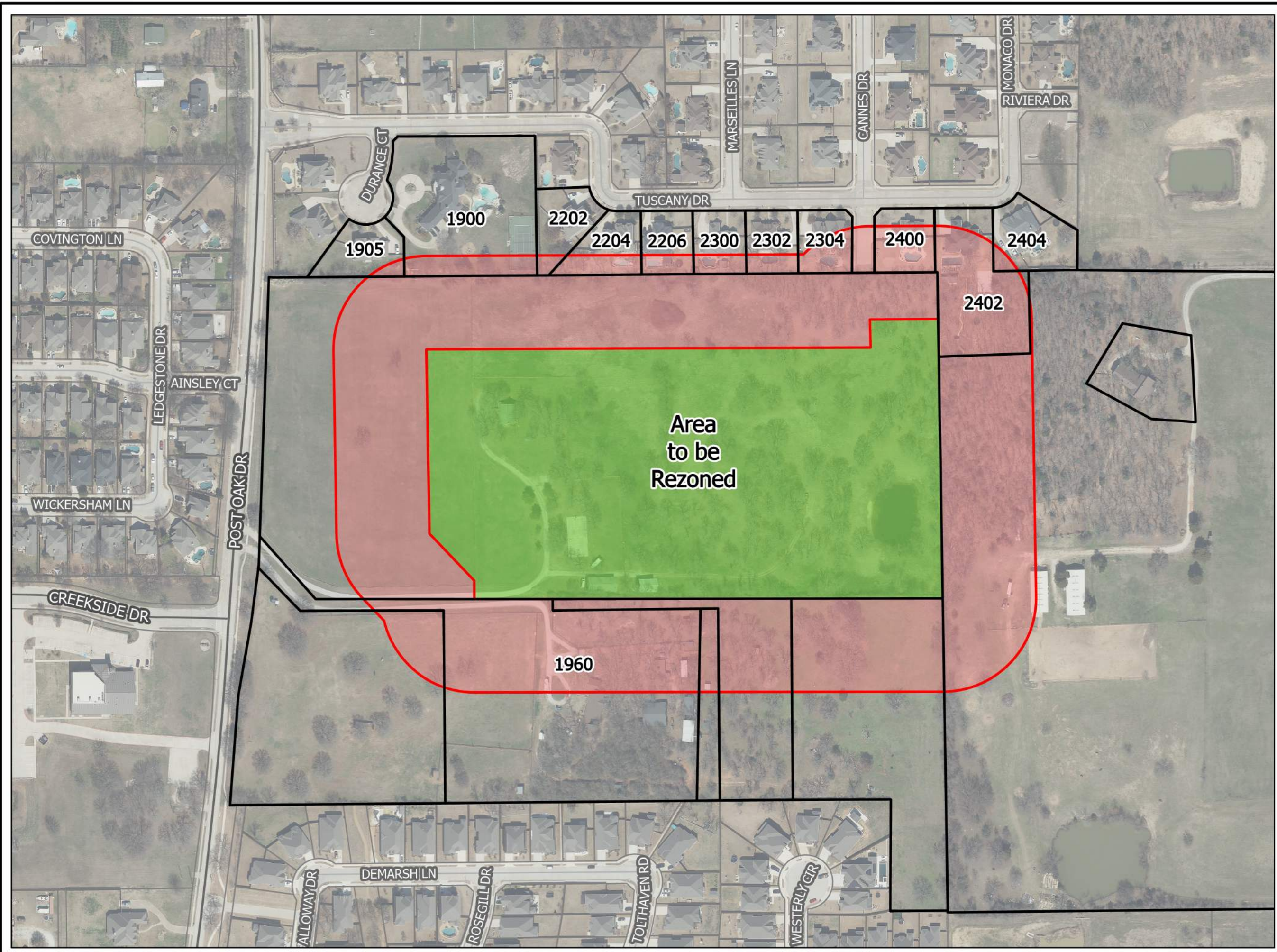
SF-2 to SF-3  
 Zoning Change (ZMA23-0002)

- Property to be Rezoned
- Properties within 200 ft of area proposed to be rezoned from SF-2 Single Family to SF-3 Single Family

9/6/2023



This map is the property of the City of Corinth, and is not to be reproduced by any means, mechanical or digital, without written consent of the City. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.





**ATTACHMENT 3:**

**LETTERS FROM PROPERTY OWNERS  
INSIDE THE 200 FT BUFFER**

September 21, 2023

Corinth Planning and Zoning Commission,

My name is Sterling Sacks. I live at 1713 Birch Ln. in Corinth.

I am writing in opposition to proposed zoning request submitted by applicant Ridinger Associates for zoning request from SF-2 to SF-3, Case No. ZMA23-0002.

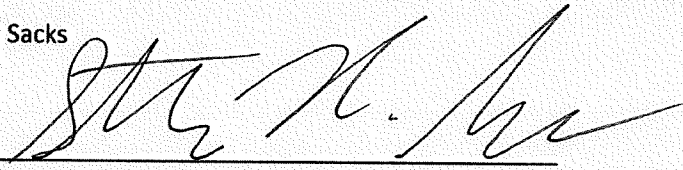
The reason I am in opposition is because this proposal lacks a proposed development plan. A submission, without a plan, is a blank check for the developer. There would be a real threat that the City of Corinth ends up with a development that is liability to the City of Corinth.

I urge the Planning and Zoning Commission to vote against this incomplete submission.

Thank you,

Sterling Sacks

Signed: \_\_\_\_\_



RECEIVED  
SEP 21 2023

BY: .....